

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | |  |  |  |  |
| **REPUBLIC OF TURKEY** | | | | | |
| **GEBZE TECHNICAL UNIVERSITY** | | | | | |
| **REQUEST FORM FOR SENDING BULK E-MAILS** | | | | | |
|  | | | | | |
| **Name and Surname:** | | |  |  |  |
|  |  |  |
| **Department/Division:** | | |  |  |  |
|  |  |  |
| **Telephone No:** | | |  |  |  |
|  |  |  |
| **E-mail Address:** | | |  |  |  |
|  |  |  |
| **Date to Send the E-mail:** | | |  |  |  |
|  |  |  |
| **The Title and Content of the E-mail:** | | |  | | |
|
|
|
| **The E-Mail Groups to Send the E-mail to:** | | | | | |
|  |  |  |  |  |  |
|  |  | Undergraduate Students | |  | Administrative Staff |
|  |  |  |  |  |  |
|  |  | Master’s Students | |  | Academic Staff |
|  |  |  |  |  |  |
|  |  | PhD Students | |  |  |
|  |  |  |  |  |  |
| **Request Submitted by** | | | | **GTU Press and Public Relations Office** | |
|  | | Name and Surname Signature | |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
| **..../…./ 20...** | | | | | |
|  | |  |  |  |  |
| **IMPORTANT:** | | | | | |
| 1. The Press and Public Relations Office must have received your request form minimum 1 day before the date the e-mail is to be sent. | | | | | |
| 1. The final version of the e-mail text to be sent to groups must be e-mailed to the following address: [**iletisim@gtu.edu.tr**](mailto:iletisim@gtu.edu.tr) | | | | | |